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SSS Staff Meeting  
16 July 1969

23 July 1969

DDS Staff Meeting, 15 July 1969

Mr. Coffey presided for Mr. Bannerman in with DCI.

Meeting was short - a few announcements.  
Security Violations - five last month in DDS.  
Three in O/Commo and two in OTR.

There was a "flop" over the weekend. Notice to the DDS was slow. The DCI was not satisfied with procedure. Mr. Coffey request all offices "Review all Emergency Procedures" and "Be sure capable officers are assigned."

Dr. Tietgen reported the A&E Staff (Assessment and Evaluation) name is to be changed to Psychological Services Staff.

Dr. Cunningham commented on the success in OTR at the first Management Advisory group meeting. He found it interesting and stimulating.

At the Noon Meeting

Mr. Bannerman requested from [redacted] Specifications for a building [redacted] He feels a Special Activities building may be better for our use.

[redacted] asked [redacted] to provide [redacted] with information. [redacted] requesting details on our needs for an Archives and Research building. The National Archives construction guides will also be reviewed. Mr. Gondas at NARS was contacted and will send us additional information. Ideas from the RAB Staff are also requested.

[redacted]  
Chief  
Records Administration Branch

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